

MAILING INSTRUCTIONS: The ORIGINAL and ONE (1) copy of this application must be RECEIVED at the STATE address indicated by April 10, 2008.

MICHIGAN DEPARTMENT OF EDUCATION

February 29, 2008

GRANT ANNOUNCEMENT

Continuation Application for 2008-2009 William F. Goodling Even Start Family Literacy Programs Grants

This application packet includes:

Grant Announcement

- Part I General Information
- Part II Additional Information
- Part III Review Process Information
- Part IV Definition and Program Characteristics
- Part V Application Information and Instructions

Application Checklist

Application Form (IM-02-25-C)

NATURE OF ACTION REQUESTED: Voluntary

The Michigan Department of Education is pleased to announce the availability of funds for grants to develop demonstration projects that provide intensive family literacy services to improve the literacy skills of parents, help parents become full partners in the education of their children, and assist children in reaching their full potential as learners. These projects will be funded under the William F. Goodling Even Start Family Literacy Programs with grants to be awarded by the Superintendent of Public Instruction. A local or intermediate school district, or a public school academy, applying in partnership with a public or private, nonprofit, community-based agency, or institution of higher education; or public or private nonprofit organization of demonstrated quality applying in partnership with a local education agency, is eligible to apply for a grant. At the February 12, 2008 meeting, the State Board of Education approved criteria for grants to be awarded by competitive application process and reaffirmed the continuation application standards.

The Continuation Application for the 2008-2009 William F. Goodling Even Start Family Literacy Programs grants (Form IM-02-25-C), including the necessary forms and instructions for completing the application, is available on-line at www.michigan.gov/evenstart. Applications must be received at the Department of Education by April 10, 2008. An **ORIGINAL AND ONE (1) COPY** of the completed application must be submitted at that time, as well as the required elements submitted electronically on the Michigan Electronic Grants System (MEGS).

Questions regarding the 2008-2009 William F. Goodling Even Start Family Literacy Programs Grants may be directed to Reneé De Mars-Johnson, Supervisor, or Cheryl Hall, Consultant, Infant/Toddler and Family Services, Office of Early Childhood Education and Family Services, at (517) 373-8483.

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**Michigan Department of Education
OFFICE OF EARLY CHILDHOOD EDUCATION AND FAMILY SERVICES**

**CONTINUATION APPLICATION FOR 2008-2009 WILLIAM F. GOODLING
EVEN START FAMILY LITERACY PROGRAMS (EVEN START) GRANTS**

Part I. General Information

INTRODUCTION

The Michigan Department of Education is pleased to announce the 2008-2009 William F. Goodling Even Start Family Literacy Programs (Even Start) Grants. Even Start is a federal initiative authorized by Title I, Part B, Subpart 3, of the Elementary and Secondary Education Act of 1965, as amended by the No Child Left Behind Act of 2001 (P.L. 107-110). Funds totaling approximately \$2.1 million will be forwarded to Michigan from the U.S. Department of Education, \$2.05 million of which must be awarded for new and continuation grants. Approximately \$1,995,000 is needed to continue grants initially awarded in 2005-2006, 2006-2007 and 2007-2008. While retaining six (6) percent for administration of and technical assistance for the program, it is estimated that the Department will then have available approximately \$58,770 to award for new grants.

GRANT PURPOSE

The primary intent of Even Start is to break the intergenerational cycle of illiteracy and school failure by supporting families through:

- Interactive literacy activities between parents and their children,
- Training for parents regarding how to be the primary teacher for their children and full partners in the education of their children,
- Parent literacy training that leads to economic self-sufficiency, and
- Age-appropriate education to prepare children for success in school and life experience, from birth through age seven.

STATE BOARD OF EDUCATION STRATEGIC GOAL AND PRIORITIES

The State Board of Education has adopted as its Strategic Goal "Attain substantial and meaningful improvement in academic achievement for all students/children with primary emphasis on high priority schools and students." In addition, the State Board has adopted the following five Strategic Priorities to implement the goal:

- Continue to advocate and promote high school reform, with an emphasis on relevance, relationships, and implementation.
- Review the financial structure essential to achieve the State Board of Education's expectations for student achievement.

- Implement the “darkening the dotted lines” partnership between the Michigan Department of Education and the intermediate school districts.
- Continue to review teacher preparation programs and improve certification process.

To the extent possible, all grant criteria and grant awards will include priority consideration of the Strategic Goal and Priorities. The William F. Goodling Even Start Family Literacy Programs grants address the SBE goal by focusing efforts on delivering programs that break the intergenerational cycle of poverty and illiteracy, and improve family relationships with schools. Further the delivery of Even Start Family Literacy embraces the vision and Principle of Universal Education adopted by the SBE by designing services that are community specific, culturally relevant and attend to both adult and child learning.

ELIGIBLE APPLICANTS

An eligible applicant for an Even Start grant is a partnership between:

- A local education agency applying in collaboration with a non-profit community-based organization, public agency, institution of higher education, or other public or private non-profit organization; or
- A community-based organization or other public or private non-profit organization of demonstrated quality applying in collaboration with a local education agency.

In Michigan, a “local education agency” is defined as a school district, public school academy or intermediate school district. **Federal legislation requires that the partner school district have available documentation of maintenance of effort.**

Federal legislation governing the disbursement of funds to eligible entities allows the Michigan Department of Education to consider waiving all or a portion of the required local contribution of the project proposed. Requests for this option must demonstrate that the program assisted by these federal funds would not be able to operate without the consideration of a waiver.

ELIGIBILITY FOR APPLICATION OF CONTINUATION FUNDS

The following grantee partnerships are invited to submit applications to continue grants utilizing this continuation application format. The funding will cover the period of July 1, 2008 through June 30, 2009. Funds may be requested to factor in cost of living increases, but may not exceed \$225,000.

Grantee	In 2008-2009, year of funding
Charlevoix-Emmet ISD/Department of Human Services	10 th
Hazel Park Schools/Catholic Social Services of Oakland County	11 th
Houghton-Portage Township School District/The Salvation Army	7 th
Oakland Family Services/Pontiac School District	7 th
Orchard View Schools/Muskegon Co. MSU Extension	10 th
Public Schools Calumet-Laurium-Keweenaw/Keweenaw Family Resource Center	8 th
Southwest Counseling and Development Services/City of Detroit Public Schools	8 th
Wayne Metro CAA/Hamtramck Public Schools	8 th

GRANT RANGE AND FUNDING LIMIT

The Superintendent of Public Instruction will make continuation funding awards, based on Department staff review and recommendation. Federal guidance regarding the award of grants allows one grant each cycle to be awarded below the standard minimum award of \$75,000. Applicants seeking funding in the ninth and succeeding years may request a minimum of \$52,500. The maximum funding level is \$225,000. Applicants must demonstrate their commitment by providing a local contribution to the project of at least 20 percent the second year, 30 percent the third year, and 40 percent the fourth year. The amount contributed locally in the second funding cycle of four years is increased to 50 percent; those applicants continuing for a third or fourth four-year funding cycle must provide a 65 percent contribution. Again, federal legislation governing the disbursement of funds to eligible entities allows the Michigan Department of Education to consider waiving all or a portion of the required local contribution of the project proposed. Requests for this option must demonstrate that the program assisted by these federal funds would not be able to operate without the consideration of a waiver.

REJECTION OF PROPOSALS

The Michigan Department of Education reserves the right to reject any and all proposals received as a result of this announcement and will do so if the proposal does not adhere to funding specifications or application preparation instructions.

CLOSING DATE AND DELIVERY ADDRESS

Due to current security measures, THIS GRANT APPLICATION MAY NOT BE HAND-DELIVERED. The ORIGINAL application bearing ORIGINAL signatures (in blue ink) and one (1) copy (FOR A TOTAL OF TWO) of the completed application **must be documented by delivery agent for delivery on or before Thursday, April 10, 2008.**

By the same deadline, applicants must submit the proposed budget, the abstract, and any necessary forms in the Michigan Electronic Grants System (MEGS).

Acceptable packaging and mailing procedures are:

- **The postmark or other mailing validation must be documented by delivery agent for delivery on or before Thursday, April 10, 2008.** The original grant and copy should be enclosed in a sealed envelope within the mailing package. The checklist on page 14 must be completed and attached to the top of the original application for appropriate check-in by the unit secretary. If the applicant used a delivery service, the **dated receipt** for delivery service must be available to **validate the April 10, 2008** delivery agreement.
- When the grant application is received, the check-in form on the front of the application package will be signed by the appropriate MDE personnel and then faxed to the applicant to verify receipt of the application and participation in the review process at MDE. **The applicant is responsible for contacting Rosalyn Williams at (517) 373-8483 or williamsr1@michigan.gov by April 11, 2008 if the applicant does not receive a faxed copy of the signed check-in form.**
- In case of a late delivery of the grant application, verification of appropriate delivery efforts will be required to participate in the grant review process.

Applications sent by mail should be addressed to:

REGULAR MAIL

Michigan Department of Education
Office of Early Childhood Education
and Family Services
P.O. Box 30008
Lansing, Michigan 48909

OVERNIGHT/EXPRESS

Michigan Department of Education
Office of Early Childhood Education
and Family Services
Hannah Bldg. – 4th Floor, Pillar H-17
608 W. Allegan Street
Lansing, Michigan 48933
(517) 373-8483

No facsimile transmissions will be accepted. A late application, an application submitted by facsimile, or an application submitted, but not in accordance with the application preparation instructions (below), will not be accepted and will be returned to the applicant *without review*.

APPLICATION PREPARATION, FONT SIZE AND PACKAGING

Applications should be prepared simply and economically. All application pages must be securely stapled, rubber- or paper-banded or clamped. Special bindings and binders should not be used. Relevant support documents may be attached to the application. Even though the Abstract is submitted as an attachment in MEGS, it is to be ONLY one page. This page may be single-spaced with a 10-point font size and may have margins of less than one inch.

ACKNOWLEDGEMENT

Publications, including reports, films, and brochures, and any project materials developed with funding from this grant program must contain the following statement: "These materials were developed under a grant awarded by the Michigan Department of Education under the federal Even Start Program."

NON-DISCRIMINATION AND OTHER COMPLIANCE WITH LAW

Applications must include a statement of assurance of compliance with all federal and state laws and regulations prohibiting discrimination and with all requirements and regulations of the Michigan Department of Education. Grantee agrees to comply with all applicable requirements of all state statutes, federal laws, executive orders, regulations, policies and award conditions governing this program. Grantee understands and agrees that if it materially fails to comply with the terms and conditions of the grant award, the Michigan Department of Education may withhold funds otherwise due to the grantee from this grant program, any other federal grant programs or the State School Aid Act of 1979 as amended, until the grantee comes into compliance or the matter has been adjudicated and the amount disallowed has been recaptured (forfeited). The Department may withhold up to 100 percent of any payment based on a monitoring finding, audit finding or pending final report.

AMERICANS WITH DISABILITIES ACT

The Michigan Department of Education is committed to providing equal access to all persons in admission to, or operation of its programs or services. Individuals with disabilities needing accommodations for effective participation in this program are invited to contact the Michigan Department of Education for assistance.

WHERE TO OBTAIN HELP

The instructions contained in these materials are issued by the Michigan Department of Education, which is the sole point of contact in the state for this program. Questions regarding applications should be directed to the Office of Early Childhood Education and Family Services at the Michigan Department of Education at (517) 373-8483.

PREPROPOSAL CONFERENCE

An application technical assistance webinar will be held **Friday, March 14, 2008** via the internet at www.webmeeting.att.com or you may attend the same meeting on-site at the Michigan Department of Education, John A. Hannah Building, 608 West Allegan Street, Conference Room B, Lansing. Registration will be held at 8:30 a.m. The program will begin promptly at 9:00 a.m. and adjourn at 12 noon.

The purpose of this meeting is to discuss the William F. Goodling Even Start Family Literacy Programs Grants and to allow applicants for continuation funding to ask

questions related to the application and implementation process. Office of Early Childhood Education and Family Services staff will be available to provide technical assistance as needed. There is no charge for this technical assistance. The registration form with additional information and a map are available at www.michigan.gov/evenstart. **Pre-registration is required.** Copies of the application will be available at the technical assistance session and may also be downloaded at www.michigan.gov/evenstart.

Part II. Additional Information

The following requirements apply to the process used by the Michigan Department of Education for awarding the Even Start Family Literacy Programs Grants.

FUNDING PROCESS

The Michigan Department of Education makes the Even Start Family Literacy Programs Grants available through a competitive process. It is anticipated that continuation funding will be available for an additional three years, pending appropriation and taking into consideration the performance of projects and the priorities of the State Board of Education.

PAYMENT SCHEDULE

All recipients are required to request funds, as needed to pay bills, from the Michigan Department of Education. The Michigan Department of Education (MDE), Office of Financial Management administers the Cash Management System (CMS). This system allows recipients of federal and state grants (excluding State School Aid) to report expenditures and request cash via the Internet. Grantees may request funds for receipts in hand.

FINANCIAL REPORTING

A final expenditure report (Form DS-4044) will be required for all projects. The detail to support the final expenditure report will be completed in MEGS prior to the DS-4044. The final expenditure report is due within 60 days of the ending date of the fiscal year of obligation. It is expected that programs have standard account audits completed prior to the submission of the DS-4044. Agencies/districts that receive more than \$500,000 in federal funds are subject to the Circular A-133 audit requirements.

FINANCIAL CONTRIBUTION

Applicants receiving grant funds must maintain and document local resources to contribute at the following ratio:

Year Two	at least 20 percent of total project cost
Year Three	at least 30 percent of total project cost
Year Four	at least 40 percent of total project cost
Years Five through Eight	at least 50 percent of total project cost
Years Nine through 12	at least 65 percent of total project cost
Years 13 through 16	at least 65 percent of total project cost

The eligible applicant's contribution may be obtained from any source, including any federal funds made available for other programs including those under Title I and may be provided in cash or as in-kind goods and services. All items used as the local contribution must be designated for the purposes of this project and must not be used to provide match to any other project.

To determine the local contribution when a project knows the request they will make for federal funds, the requested amount is divided by the percentage that is the federal share of the project. Thus, a first year project requesting \$125,000 in federal funds needed to identify local resources of at least \$13,888 ($\$125,000 \div .90 = \$138,888$). To maintain that level of federal funding in the second year, the local contribution would need to be increased to \$31,250 ($\$125,000 \div .80 = \$156,250$).

CONTINUATION OF FUNDING

Continuation grants will be awarded to eligible recipients that demonstrate they are implementing all elements of Even Start and are making sufficient progress toward meeting program objectives and state indicators. It is anticipated that all projects will succeed in receiving funding for four consecutive years. Determination of progress will be based on a written description by the recipient of project accomplishments toward meeting project objectives. Significant weight is placed upon the performance indicators as mentioned under "Performance Reporting and Monitoring Responsibilities."

PERFORMANCE REPORTING AND MONITORING RESPONSIBILITIES

Grantees are required to submit an annual report of the **mandated local evaluation (due no later than November 1 each year for the previous year)**. On-site monitoring by the Office of Early Childhood Education and Family Services staff will be conducted as outlined in the state plan. The Even Start legislation required states to develop performance indicators for all programs and, after the first year, utilize the indicators to evaluate program performance and improvement when considering continued funding. The Michigan outcome indicators (See Appendix A) are being used in making funding decisions for continuation of projects into 2008-2009.

PROGRAM EVALUATION

The Even Start legislation requires two separate program evaluations: an independent local evaluation designed for continuous improvement and a separate federal evaluation. Recipients are contacted directly by the U.S. Department of Education (ED) or a contractor selected by ED regarding national data collection and evaluation requirements. It is anticipated that for 2008-2009, the ED will not revise the current evaluation plan. Applicants that choose to implement the recommendations contained in the *Guide to Local Evaluation* (on the www.michigan.gov/evenstart website) may want to consider budgeting between \$10,000 - \$15,000 per year for their local evaluation.

Part III. Review Process Information

REVIEW PROCESS

All applications will be reviewed by staff of the Michigan Department of Education. Only those proposals meeting all the identified criteria and not exceeding the total amount of funds available will be recommended for funding to the Superintendent of Public Instruction. All funding will be subject to approval by the Superintendent of Public Instruction. All applicants will be notified of the Superintendent's action and have the right to appeal.

Part IV. Definition and Program Characteristics

The definition of family literacy has been standardized across various authorizing legislation at the national level. The definition that now appears in section 9101(20) of the Elementary and Secondary Education Act (ESEA) as amended by the No Child Left Behind Act indicates that the term "family literacy services" means:

Services provided to participants on a voluntary basis that are of sufficient intensity in terms of hours, and of sufficient duration to make sustainable changes in a family, and that integrate all of the following activities:

- Interactive literacy activities between parents and their children,
- Training for parents regarding how to be the primary teacher for their children and full partners in the education of their children,
- Parent literacy training that leads to economic self-sufficiency, and
- Age-appropriate education to prepare children for success in school and life experience.

Families served by Even Start must include at least one parent who is eligible for participation in adult education and literacy activities under the Adult Education and

Family Literacy Act or who is within the compulsory school attendance age range, so long as a local education agency provides (or ensures the availability of) the basic education component required, or who are attending secondary school, and at least one child of that parent, aged birth through age seven. Legislation allows for families whose adults meet the eligibility noted above and who have children older than eight years, may be enrolled, as long as the focus remains on younger children.

Part V. Application Information and Instructions

The Cover Page, Assurance Pages, Project Abstract, and Project Improvement/Implementation Plan as well as the Budget and Budget Detail Pages for both the grant amount and the local contribution (done separately) will be completed in the Michigan Electronic Grants System (MEGS). In addition, hard copy forms of the Cover Page, Assurance Pages (both of which require original signatures from the superintendent or CEO/Director of an agency), Key Personnel Pages, and the Project Improvement/Implementation Plan will be submitted.

Guidance regarding the budget can be downloaded as part of the HELP section of the MEGS forms. Further guidance on allowable costs is provided in OMB Circular A-87 for those fiscal agents that are local education agencies, OMB Circular A-21 for those that are institutions of higher education, and OMB Circular A-122 for nonprofit community-based organizations that are assuming fiscal responsibility for the Even Start partnership. The OMB Circulars are found on the following website: www.whitehouse.gov/omb/circulars/.

Applicants are advised to consult Appendix A of the Public School Accounting Manual to determine appropriate function and object codes for the anticipated expenses for the Even Start project being proposed. The Michigan Public School Accounting Manual is available online at www.michigan.gov/accountingmanual.

Project Improvement/Implementation Plan

Applicants should use multiple pages of the **Even Start Project Improvement/Implementation Plan** chart available in MEGS to describe the project's areas of focus for improvement in the upcoming program year. Each project should identify no more than three areas of focus for the upcoming program year.

It is expected that each focus area will be identified through a process of data analysis and reflection on program impact and participant outcomes. You must describe this information in the box entitled: *Data Based Challenge*. A focus area will potentially address multiple Even Start Program elements and involve activities related to more than one of the four Even Start Program components. Note that each of your Even Start Project Improvement/Implementation Plan pages will

address scientifically-based reading research (SBRR) and documentation of quality, monitoring and timelines.

You can access the Even Start Project Improvement/Implementation Plan two ways. When you are on the application page, you will find a link just below the abstract under "Program Information" near the bottom of the page. Or if you have completed one Even Start Project Improvement/Implementation Plan page, there is an option to add a new page at the bottom and/or top of that page.

Application Cover Sheet (page 1 of form IM-02-25-C)

The agency/organization submitting the application and that will be the fiscal agent for the project must be fully identified, with information about the contact person for this program. The primary partner/collaborator (either agency or district) for the project must also be identified. All boxes are to be appropriately completed, including federal identification number, addresses including e-mail addresses and telephone numbers, including contact information for the local program evaluator. Year of funding is verified on page 3 of these instructions. Federal guidance requires state authorities to take into consideration the balance of urban and rural programs funded; therefore, applicants are requested to indicate the geographic designation of the service area. This page must be signed by the authorized signatory, that is, the person within the primary (fiscal) agency/district who has legal oversight responsibility; i.e., superintendent or CEO.

Assurances and Certifications (pages 1a and 1b of form IM-02-25-C)

Signature of authorized official of the agency/district on page 1b also applies to the statements on page 1a.

Certification for Participation (page 2 of form IM-02-25-C)

This page designates the administrative and fiscal agent and the primary collaborating partner for the proposed project. The original signature of each authorized representative is required on the original of this continuation application. Although many entities may cooperate to provide services, this page reiterates the primary partnership as noted on the Application Cover Sheet.

Professional Development Activities

Applicants are asked to report on the professional development activities that staff attended during the 2007-2008 Even Start program year. Please also include any professional development attended on the dates between the last submission of the partnership's continuation application and the beginning of the new fiscal year. Please include this information within the Narrative portion of the application, making specific reference to who attended which training opportunities.

Please include information about professional development plans (program element 6) for 2008-2009 within the Narrative portion of the application, making specific reference to which training opportunities are being planned for the upcoming year.

Key Personnel (page 3 of form IM-02-25-C)

Applicants are asked to provide the names, positions, and certification of all individuals who will be working in the Even Start Program. It is recommended that the form on page 3 be duplicated so that those individuals who are being paid in part or fully with Even Start/Michigan Department of Education funds can be listed separately from those individuals who are budgeted into the partnership and activities of the program as part of the local contribution of expenditures. Include the percent of time and date of hire (into this Even Start program) for each individual. For any staff providing instruction or providing paraprofessional support for instruction, please check any/all of the four components in which they deliver that component service to enrolled families or directly supervise delivery of that service component (for example, an individual who is responsible for the design of the parenting education and interactive literacy, would have both these components checked). For those individuals paid in part or full with Even Start funds, attach copies of the certification (not résumés) of any staff providing academic instruction for adults and children enrolled per the Even Start legislation. Please also include the project administrator's Even Start administrator training certification.

Narrative Proposal

Federal legislation [Section 1237(c)(1)(G)] requires the goals, objectives and indicators that are developed as a plan of operation for an Even Start program be used for continuous improvement for the project. The applicant must address how these objectives and strategies align with the State indicators.

Continuation grant applicants are asked to:

1. Review the original program implementation plan that was submitted during the most recent competitive application for funds pursuant to Section 1237(c)(2)(A). Describe the progress made toward reaching the individual project goals that were delineated (or adjusted in subsequent years through revision as required in Section 1237(c)(2)(B)) including those related to addressing the fifteen program elements.
2. Discuss the impact that the outcomes that were reported to the state in the last reporting period (both full from 2006-2007 and interim from 2007-2008) will have on the program being planned for 2008-2009.
3. Submit a copy of the most recent report of the project's local evaluator, flagging and highlighting the recommendations made to ensure improvement in the program. Provide specific measured progress in a narrative discussion regarding meeting the recommendations outlined in the report.

APPENDIX A

2008-2009 Michigan Even Start Outcome Indicators - DRAFT

With respect to eligible participants in a program who are adults--

Local Even Start Projects will report to the Michigan Department of Education on each of the academic areas in which the adult participants have or are currently receiving instruction.

1. At the end of six months from program intake, and each subsequent six month period, 80 percent of the Even Start adult participants will demonstrate growth/change in all of the basic skill areas by pre- and post-test scores using the TABE.
 - At the end of six months from program intake a minimum of 50 percent of the Even Start adult participants will demonstrate a growth/change in one of the areas of basic skills in reading, mathematics (numeracy, problem solving), or writing (language) by a minimum of 1.0 grade level as evidenced by pre- and post-test scores of the TABE.
2. Of the number of adult participants who have identified a high school diploma as their goal and who have been enrolled at least 15 weeks (or one semester) in Even Start, 75 percent will earn credit toward a diploma.
3. Of the number of adult participants who have identified a high school diploma as their goal and have at least 75 percent of the credits necessary to graduate, 75 percent will receive their diploma within two years of achieving 75 percent of the necessary credits.
4. Of the number of adults who enter the Even Start program as English as a Second Language (ESL) students, 100 percent will demonstrate a measurable gain in language skills within 120 instructional hours OR one year of instruction as measured by the BEST.
5. Of the number of adult participants who take an official GED test, 70 percent will earn a GED certificate within two years from the initial start date.
6. In each program year, 50 percent of Even Start participants who completed the GED, earned a high school diploma, or achieved proficiency in the English language, will enter post secondary education, a job-training program, employment, the military or receive career advancement.

With respect to eligible participants in a program who are children—

1. One hundred (100) percent of children age birth to five participating in an Even Start program will be assessed with the *Ages and Stages Questionnaire* (ASQ) according to protocol.
2. Eighty (80) percent of participating Even Start children enrolled in Head Start, Early Childhood Special Education (formerly "PrePrimary Impaired"), Michigan School Readiness Program, Title I Preschool, or K-2 will exhibit a

90 percent attendance rate in their respective programs for that year. Excused absences count as attendance. Excused absences include:

- Doctor's note,
 - Parent call-ahead or other notification to report absence, and
 - Family issues such as death or funeral of a family member.
3. Ninety-five (95) percent of participating Even Start children, who are school age, will be promoted to the next level (continuous progress levels or grade) each year.
 4. Eighty (80) percent of participating Even Start children, who are of school age, will read on grade level.
 5. Eighty (80) percent of children from Even Start families who have been enrolled for at least six consecutive months and who are age-eligible to attend kindergarten in the fall will attain a score of 10 or more on the PALS-PreK upper case letter naming assessment administered between May 1 and June 30.
 6. One hundred (100) percent of children from Even Start families who have been enrolled for at least six consecutive months and who are age-eligible to attend kindergarten in the fall (four-year-old cohort) will demonstrate at least a four point standard score increase on the PPVT-III (administered in English) at the time of post testing.
 7. One hundred (100) percent of children from Even Start families who have been enrolled for at least six consecutive months and who belong to the three-year-old cohort will demonstrate at least a four point standard score increase on the PPVT-III (administered in English) at the time of post testing.

With respect to the adult's parenting and interaction skills—

1. Fifty (50) percent of parents participating in Even Start for at least 12 months will demonstrate a .30 or greater gain in supporting children's learning in the home environment (Scale I) as indicated by the Parent Education Profile.
2. Fifty (50) percent of parents participating in Even Start for at least 12 months will demonstrate a .30 or greater gain in supporting interactive literacy (Scale II) as indicated by the Parent Education Profile.
3. Fifty (50) percent of parents participating in Even Start for at least 12 months will demonstrate a .30 or greater gain in supporting children's learning in formal education settings (Scale III) as indicated by the Parent Education Profile.
4. Fifty (50) percent of parents participating in Even Start for at least 12 months will demonstrate a .30 or greater gain in taking on the parent role (Scale IV) as indicated by the Parent Education Profile.

**CONTINUATION GRANT APPLICATION FOR
2008-2009 WILLIAM F. GOODLING
EVEN START FAMILY LITERACY PROGRAM
APPLICATION CHECKLIST FOR GRANT APPLICANTS**

Applicant Name _____ Fax (_____)_____

- ☐ Is the Application Cover page signed by the authorized signatory?
- ☐ Are the forms completed and bound to the original and the copy in the following order?
 - ☐ Application Cover Sheet (page 1 of application)
 - ☐ Assurances and Certifications (pages 1a and 1b of application)
 - ☐ Certification for Participation (page 2 of application)
 - ☐ Letter requesting local contribution waiver (if indicated)
 - ☐ Qualifications of Key Personnel (page 3 of application)
- ☐ Narrative
 - ☐ Does the narrative portion of the application have 1.5 line spacing with 1-inch margins?
 - ☐ Is the application in a font no smaller than Times 12 point?
 - ☐ Does the narrative address all elements requested on page 11 of these instructions?
 - ☐ Copy of the most recent report of the project's local evaluator with requested highlights.
 - ☐ Relevant support documents
- ☐ Have all of the forms and budget been submitted in the Michigan Electronic Grants System?

ATTACH THIS FORM TO THE ORIGINAL APPLICATION, ACCORDING TO PACKAGING AND MAILING INSTRUCTIONS ON PAGES 3-4. APPLICATIONS NOT MEETING THE ABOVE STANDARDS WILL BE DENIED AND RETURNED TO THE APPLICANT.

Package received by MDE:

Staff initials_____

Date_____